I. Call to Order by Jill Bentley at 7:00pm

II. Attendance

<table>
<thead>
<tr>
<th>PRESENT:</th>
<th>Jill Bentley, Traci Perrigo, Rob Way, Cassandra Seelhoff, and Brad Burke</th>
</tr>
</thead>
<tbody>
<tr>
<td>ABSENT:</td>
<td>Mike Morton and Eddie Quinones-Walker</td>
</tr>
<tr>
<td>TARDY:</td>
<td>None</td>
</tr>
<tr>
<td>STAFF:</td>
<td>Lori Castello - PCI</td>
</tr>
<tr>
<td></td>
<td>Joel Dye – City Manager</td>
</tr>
</tbody>
</table>

III. Approval of the Previous Meeting Minutes

Brad Burke, supported by Traci Perrigo, made a motion to approve the minutes from the August 8, 2019 meeting. Motion carried 5-0.

IV. Public Comment

No comments were received.

V. Applications

1. 219 Hubbard Street

Applicants were requesting to replace three (3) upper story wood windows with vinyl double hung windows. Applicant noted that the appearance will remain the same with, including one vertical contour grid in both sashes.

Brad Burke, supported by Traci Perrigo Burke, made a motion to approve the replacement of three (3) upper story wood windows with vinyl double hung windows including one vertical contour grid in both sashes based on Secretary of Interior Standards 1 -10. Motion carried 5-0.

| RESULT:       | Approved (UNANIMOUS)                                                             |
| MOVER:        | Brad Burke                                                                        |
| SECONDER:     | Traci Perrigo                                                                     |
2. **543 Trowbridge Street**

Applicant was requesting approval to alter the porch roof by replacing the shingle roof with a standing-seam metal roof material and also to alter the porch columns and rails by removing the sided wall and square posts and replacing them with a vinyl rail system and round vinyl columns.

After much discussion, the Commission decided to approve the roof part of the project and table the wall and post part of the project. The Commission also asked staff to look into changes being made to the foundation as well as look at the structural integrity of the porch.

Rob Way, supported by Brad Burke, made a motion to approve the alteration of the roof by replacing the shingle roof with a standing-seam metal roof, based on the Secretary of Interior Standards 1, 3, 7, 8, 9. Motion carried 5-0.

RESULT: Approved (UNANIMOUS)
MOVER: Rob Way
SECONDER: Brad Burke
YEAS: Bentley, Perrigo, Seelhoff, Way, Burke

Brad Burke, supported by Traci Perrigo, made a motion to table the alteration of the wall and post part of the project to their November meeting. Motion carried 5-0.

RESULT: Approved (UNANIMOUS)
MOVER: Brad Burke
SECONDER: Traci Perrigo
YEAS: Bentley, Perrigo, Seelhoff, Way, Burke

3. **316 Cutler Street**

Applicant was requesting to replace an overhead fiberglass garage door with an overhead steel paneled garage door measuring 9’ x 7’.

Rob Way, supported by Cassandra Seelhoff, made a motion to approve the replacement of the garage door based on Secretary of Interior Standards 1-10. Motion carried 5-0.

RESULT: Approved (UNANIMOUS)
MOVER: Rob Way
SECONDER: Cassandra Seelhoff
YEAS: Bentley, Perrigo, Seelhoff, Way, Burke

4. **245 Cutler Street**

Applicant was requesting to install solar panels on the east side and south side of their roof.
Brad Burke, supported by Rob Way, made a motion to approve the installation of solar panels on the east side and south side of the roof per the submitted application based on Secretary of Interior Standards 1-10. Motion carried 5-0.

RESULT: Approved (UNANIMOUS)
MOVER: Brad Burke
SECONDER: Rob Way
YEAS: Bentley, Perrigo, Seelhoff, Way, Burke

VI. Staff Approvals

1. 513 Monroe Road

Lori Castello gave an overview of the staff approval to repair existing vinyl siding and shingles with identical materials. This replacement is necessary due to a tree falling on the house.

VII. Other Business
None

X. Staff/Commission Comment
None

XI. Adjournment
Meeting was adjourned at 6:43 pm.

Respectfully Submitted

Joel Dye
City Manager